

LLANTWIT MAJOR TOWN COUNCIL

**REPORT ON RECREATION AND BUILDING COMMITTEE MEETING HELD
ON 1ST MARCH 2012, AT THE COUNCIL CHAMBER, WINE STREET
LLANTWIT MAJOR**

Present;	Councillor	Mrs S Bagstaff – Chair
	Councillors	Mr E Williams
		Mr R Gant
		Mrs A James
		Mr K Geary
		Mrs A Matthews
		Mr G John
		Mr R Austin
		Mr E Hacker

Apologies were tendered by;

Councillor Mrs M Lane
Councillor D Lane
Councillor C Faulkner
Councillor J Clifford
Councillor G Fletcher

Councillor Mrs Bagstaff welcomed and thanked Councillors for attending this Recreation and Building Committee Meeting.

Declarations of Interest

It was noted that with regards the Agenda Item, Allotments, To discuss overgrown hedge alongside Horticultural Society shop, four Councillors had declared an interest. Therefore the item could not be discussed at this meeting, as it would not be quorate.

Old School

Revised maintenance schedule

Committee members had previously been circulated with a copy of the revised 10 Year Maintenance Plan for the Old School, as of February 2012. Councillor Mrs Bagstaff informed Committee members that Year 2 works will be complete by Spring 2012. Year 3 of the schedule was to look at replacing the roof, following discussions at the Full Town Council meeting in February it has been decided to postpone this project and that refurbishment of windows be brought forward to Year 3 (2012/13).

RESOLVED: That the revised maintenance schedule be adopted.

Way forward windows

Councillor Mrs Bagstaff explained to Committee members that after looking at the building survey the main concern was ensuring the building is water tight and therefore the windows need to be looked at.

RESOLVED: That as discussed the refurbishment of window be brought forward to Year 3 and that the Town Council go out to tender for costing to repair windows and stone work where appropriate.

Update CASH Grant

Committee members had previously been circulated with a copy of an agenda brief giving an update on the CASH Grant application. Councillor Mrs Bagstaff relied to Committee members that planning permission had been received and works are able to proceed. All plans and quotations will be brought back to Full Town Council 29th March 2012. Noted.

Possibility of reviewing Salix

Committee members had previously been circulated with a copy of an agenda brief regarding the possibility of reviewing the Salix loan application, in light of the Town Council decision not to move forward with the replacement roof. Included in the Agenda Brief was an extract from an email received from Creative Rural Communities, offering an energy audit of the Town Council premises and information regarding a grant scheme called 'Green it'.

RESOLVED: That the Salix application be put on hold whilst the Town Council await more information from Creative Rural Communities and the energy audit.

TOWN Hall**Revised maintenance schedule**

Committee members had previously been circulated with a copy of the revised 10 Year Maintenance Plan for the Town Hall, as of February 2012. Although Year 2 was scheduled to look at rainwater goods, the majority of these were in good condition, apart from the one alongside Burial Lane.

RESOLVED: That the revised maintenance schedule be adopted.

Further

RESOVLED: That quotations be sought for the repair/replacement of the downpipe on Burial Lane.

Possible repairs to windows

Committee members had previously been circulated with an agenda brief regarding the poor condition of some windows within the Town Hall. Councillor Mrs Bagstaff informed Committee members that many of these windows were in a worst condition than those at the Old School. Last year a couple of companies were asked to come and look at the windows and they had provided unofficial quotations in the sum of approximately £2,000, this included them taking the worst effected windows out, putting temporary replacement

windows in and taking the originals back to their workshops to be refurbished. This costing did not include any scaffolding hire or if required the closure of Burial Lane to allow for installation of scaffolding.

RESOLVED: That quotations be sought for the refurbishment of the windows on the Town Hall. That the Town Clerk look further into whether the closure of Burial Lane would be required to undertake these works.

Update on drain/cellar situation

Committee members had previously been circulated with an agenda brief regarding the drain/cellar leak. Councillor Mrs Bagstaff reported that at present there was nothing to report as we are awaiting a response from the Vale of Glamorgan Council. Noted.

CASH Grant application 2013/14 – Kitchen and toilet upgrade

Councillor Mrs Bagstaff gave a brief verbal report regarding the possibility of applying for a CASH Grant in 2013/2014 for the refurbishment of the kitchen and toilet area within the Town Hall. This agenda item was solely to make members aware of this possible project for future consideration.

Hand rail in toilet

Committee members had previously been circulated with an agenda brief regarding the installation of a hand rail to the toilets within the Town Hall. The Town Clerk informed Committee members that she had spoken to our health and safety representative at Ellis Whittam and he had informed her that under the Equality Act we are obliged to make reasonable adjustment if we have been approached by a hirer. He felt by placing a handrail this would cover our obligation.

RESOLVED: That the Town Clerk arranges for a handrail to be installed in both toilets within the Town Hall.

LLANTONIAN HALL

Purchase of new chairs

Committee members had previously been circulated with copies of an agenda brief and catalogues showing various chairs and costs. Councillor Gant reminded Committee members that previously the Finance Committee had agreed that if there was money left in the budget for this financial year then new chairs would be purchased for Llantonian Hall. He had met with the Town Clerk and the budget looked at and he would recommend that fabric chairs are bought this year, and possibility look at the folding plastic chairs next year.

RESOLVED: That 52 stacking fabric chairs, at £21, each be purchased for Llantonian Hall.

Llantwit Major Lodge no 9241

Committee members had previously been circulated with a copy of a letter dated 15th February 2012, received from Llantwit Major Lodge no 9241 requesting permission to install two brackets to the window to allow them to hang curtains during their hiring session.

RESOLVED: That permission be given to the Llantwit Major Lodge to install two brackets to the window, subject to there being no damage or interference to the blinds.

SEAVIEW PARK

Removal of overhanging trees

Committee members had previously been circulated with a copy of a letter received from a resident regarding a tree overhanging from Seaview Park into his garden. The letter was accompanied by photographs taken by the Town Clerk. Councillor Mrs Bagstaff informed Committee members that she had visited the site and in her opinion none of the branches off the tree overhung into the garden concerned. Although whilst on site it was noted that the resident had installed a gate in their back fence allowing for access straight onto Seaview Park and appears to have planted a number of pyracanthas alongside their fence and in Seaview Park. The Town Clerk had checked back through records and could find no correspondence with the resident concerned asking permission to install a gate, nor plant the pyracanthas. The Town Clerk raised concerns over who will be responsible for trimming this hedge once it has grown.

RESOLVED: That the Town Clerk liaises with the Planning Department within the Vale of Glamorgan Council to clarify if the tree is protected. Once this has been clarified then a tree surgeon be contacted and asked to trim back the longer branch.

Further

RESOLVED: That a letter be sent to the resident concerned informing him that the Town Council believes he has encroached on our property by planting the pyracanthas and ask that they be removed immediately. His attention also be drawn to the fact we have no records of him ever asking for permission to install a gate allowing for access onto our land.

Wall along Beach Road

Councillor Mrs Bagstaff gave a brief verbal report with regards the Seaview Park wall which is 'bulging' in two places. A quotation has been sought for the bigger section and this was £2,790, as the Town Clerk had felt the wall was moving and could go, which would be dangerous and leave the Council liable if it fell into the road or on someone. Councillor Austin informed Committee members that he had been and viewed the wall and did not feel works were critical, he believed the wall was not moving and had a couple of years left before it would need to be looked at. Councillor Austin volunteered to mark the wall and monitor its movement over a period of time.

RESOLVED: That Councillor Austin mark and monitor the wall over a period of time and report back to the Council at the end of September.

Councillor Hacker entered the Council Chamber.

RECREATION

Camping of Recreation Ground during Eisteddfod

Councillor Mrs Bagstaff and Councillor Austin declared an interest.

Committee members had previously been circulated with copies of an agenda brief and emails received from the Vale of Glamorgan Council replying to Councillor Mrs Bagstaff enquires into the use of the Recreation Ground at a campsite during the Eisteddfod. Councillor Mrs Bagstaff gave a brief verbal report reminding Committee members that she had been asked to contact the Vale of Glamorgan for advice. Concerns were raised as the rugby club had been asked to also obtain this information and report back to the Town Council, and it appears via the emails that as yet this had not been done. Also at a recent meeting with the Police they reported that they had not been approached by the rugby club either.

RESOLVED: That a letter be sent to the rugby club detailing all the points raised in the agenda brief and emails and asking them to consider and address them and also to inform the Town Council where they are with their own enquiries. They should be reminded that the Town Council only agreed 'in principle' to the use of the recreation ground, subject to further information being obtained and presented to the Town Council for further consideration. As yet this has not been done. They are to be encouraged to reply in writing.

Cleaning of Recreation Field following matches

Committee members had previously been circulated with a copy of an agenda brief regarding the cleaning of the Recreation Field, by the rugby club, following matches and training session. Councillor Mrs Bagstaff gave a brief verbal report reminding Committee members that in the Maintenance Agreement signed by the Town Council and rugby club it states that 'Llantwit Major Rugby Football Club will be responsible for litter picking the pitches and surrounds after matches and practice at all times', it does not specify a timescale for this to be done. This is being raised as it has been noted the amount rubbish that is seen blowing around the Recreation Field after matches.

RESOLVED: That a letter be sent to Llantwit Major rugby football club stating that the Town Council would like to make a variation to the Maintenance Agreement including the wording 'cleared within 24 hours', and would they be prepared to sign the new one.

Bowls Club

Councillor Mrs Bagstaff and Councillor Hacker declared an interest.

Purchase and installation of 3 signs

Committee members had previously been circulated with a copy of an agenda brief and artwork for 3 new signs for advertising the opening times of the Bowling Green and Tennis Courts.

RESOLVED: That permission be given for the 3 new signs to be ordered and installed in the location recommended in the agenda brief.

Request from Bowls Club to support grant application

Committee members had previously been circulated with a copy of a letter dated 20th February, received from the bowls club seeking support 'in principle', in their grant application to replace/remove changing rooms. A discussion followed and it was,

RESOLVED: That the Town Council write a letter to the Bowls Club, confirming the Town Council, in principle, support their grant application to replace the timber area with a brick building.

Request to supply and apply sand to bowling green

Committee members had previously been circulated with a copy of a letter dated 30th January 2012, received from Avonmore Associates requesting permission to apply sand to the bowling green at a cost of £200 + vat.

RESOLVED: That a letter be sent to Avonmore Associates seeking advice on what is the benefit to the bowling green by apply quarried sand. Once a reply is received the Chair of Recreation and Buildings and Chair of Finance will liaise and make a decision on whether to proceed. That a copy of the maintenance schedule for the bowls green be obtained and Councillor Gant will forward this to the Institute of Groundsman for observations.

Tennis Club

Way forward with Tennis Club

Councillor Mrs Bagstaff informed Committee members that the Town Clerk was now the signatory for the tennis club account. How should the Town Council proceed in pushing forward a tennis club within Llantwit Major?

RESOLVED: That the Gem be contacted and asked to do an article looking for someone to set up a tennis club, with a small amount of funding being available. The Town Clerk remains the signatory on the account and oversees the project if it proceeds.

ALLOTMENTS

Overgrown hedge alongside Horticultural Society shop

This item could not be discussed due to the meeting not being quorate, due to the number of declarations of interest declared.

LORNA HUGHES PARK

Grant application through Fields in Trust

Committee members had previously been circulated with a copy of information regarding the Queen Elizabeth II Fields Fund. This was informing the Town Council that as Lorna Hughes Park had been accepted as a Queen Elizabeth II Field, we were now eligible to apply for grants to improve it.

RESOLVED: That a list be drawn up listing the work priorities within the park, including fencing, flower beds and control trees.

Further

RESOLVED: That clarification be sought as to what is meant by '11% of the money provided is recovered from third parties'.